

**DBHDID Outcome Information System Requirements  
Community Mental Health Centers (CMHC)**

**SFY 2020**

**Adult Measures (Mental Health/Substance Abuse):**

Instrument	Population	Data Pathway		
		Administration	Frequency	Routing
<b>Data Tracking Tool (DTT)</b>	Adults having SMI that qualify for being served under the Second Amended Settlement Agreement	InReach Staff, ACT staff and other account-holders access the Data Tracking Tool secure site where referrals are managed. Referrals are assigned to the CMHC whose catchment area cover the location of the persons referred.	Referrals should be updated at least every 30 days with any existing new information. Referrals that are “transition completed” must be maintained for 1 year following the transition; including maintaining accurate housing type information during the year.	For each referral, information is entered into Data Tracking Tool.  Contact: Hope Beatty HopeB.Beatty@ky.gov
<b>Prevention Data System (PDS)</b>	Regional Prevention Center work plans and completed activities are required to be entered into the PDS within 30 days of the event/activity date.	Regional Prevention staff account-holders access the PDS to maintain updated and complete reporting on all work plan and completed activities related to the Regional Prevention Center.	Annual Work Plans are to be entered into the PDS by  Completed activities are required to be entered into the PDS within 30 days of the event/activity date.	Contact: Patti Clark Patti.Clark@ky.gov
<b>MHSIP - Adult Consumer Satisfaction Survey</b>	A sample of adults with mental health diagnoses who have been served by the CMHC.	Use the standardized methodology and sampling technique which includes use of on-line	<b>Annually:</b> Surveys are to be conducted between March 1 thru July 31 and	On-line Survey web-links that are specific to each CMHC will be supplied by DBHDID or IPOP. Centers

<p>(28-item scale including functioning and social connectedness questions)</p> <p>Technical Assistance Contact:  <a href="mailto:HopeB.Beatty@ky.gov">HopeB.Beatty@ky.gov</a>  502 / 782-6147</p>		<p>survey. If preferred, paper surveys may be used and entered into the on-line survey link prior to COB July 31. The actual survey questions and their domains are described in the MHSIP/YSSF Technical Guide; contact Hope Beatty for the Guide.</p>	<p>all surveys (both paper and online) are to be entered into the on-line survey link before COB July 31.</p>	<p>should confirm that all Site Codes are updated with IPOP prior to assignment of the On-Line Survey links. Contact at IPOP:  Attn: Greg Coulter  <a href="mailto:Jgcoul2@uky.edu">Jgcoul2@uky.edu</a></p>
<p><b>Kentucky Treatment Outcome Study (KTOS)</b></p> <p>Technical Assistance (program)  <a href="mailto:Maggie.Schroeder@ky.gov">Maggie.Schroeder@ky.gov</a>  502 / 782-6188</p>	<p>Adults who have received outpatient or residential substance abuse services for Substance Use</p>	<p><b>Initial:</b> Outpatient or residential staff persons</p> <p><b>Second:</b> UK CDAR staff</p>	<p><b>Initial Outpatient:</b>  Within first 3 treatment sessions that are used for assessment &amp; treatment planning</p> <p><b>Initial Residential:</b>  Within first 3 days of admission</p> <p><b>Second (both Outpatient &amp; Residential):</b> 12 months post-treatment if identified in random sample and if the adult voluntarily participates</p>	<p>Information is entered into Client Information System and encrypted and synched to UK CDAR</p> <p>UK CDAR does follow-ups with random sample by telephone 12 months after intake</p>
<p><b>KY Moms MATR</b></p> <p>Detailed assessment of pregnant women: substance use, mental health, stress, physical health, partner/family issues, domestic violence</p>	<p>Pregnant women with a substance use diagnosis</p>	<p>Completed by KY- Moms MATR coordinator or case manager</p>	<p><b>Baseline:</b> Within first 3 visits</p>	<p>Information is entered into the Client Information System and is encrypted and synched to UK CDAR.</p>

Technical Assistance Contact: <a href="mailto:Katie.Stratton@ky.gov">Katie.Stratton@ky.gov</a> 502 / 782-6192				The hard copies of completed instruments and of narratives are available in client chart.
<b>Opiate Replacement Treatment Programs</b> Participation is required only from the Substance Abuse Prevention & Treatment (SAPT) Narcotic Treatment Programs. Tools include: 1. Opiate Replacement Baseline (KORTOS) 2. Opiate Replacement Follow-up (6month) Technical Assistance Contact: <a href="mailto:Karla.Thompson@ky.gov">Karla.Thompson@ky.gov</a> 502 / 782-6298	Adults with opiate dependence needing medical detoxification or maintenance, participating in a CMHC opiate replacement treatment program	<b>Initial:</b> Program staff persons  <b>Second:</b> UK CDAR Staff	<b>Initial:</b> At intake/admission	Information is entered into the Client Information System and is encrypted and synced to UK CDAR  UK CDAR does follow-up with random sample of clients in treatment at 6 months

**DID Measures (Child or Adult):**

Instrument	Population	Data Pathway		
		Administration	Frequency	Routing
<b>National Core Indicators (NCI) Pre Survey Form</b>  Forms available through UK HDI <i>Note: Forms along with sample description will be distributed to the Centers. (Target date: August 30)</i>  Technical Assistance Contact: <a href="mailto:awilson@uky.edu">awilson@uky.edu</a> 859 / 218-5967	Adults with I/DD who agree to participate in the interview project.	Case Manager	<b>Annually:</b> Based on random sample generated by UK IPOP and given to UK HDI (Target date: June 30)  Forms shall be submitted to UK HDI no later than 90 days after the receipt of the forms and the random sample from UK HDI (Target date for completion: November 30)	Mailed to UK HDI Attn: Kathy Sheppard Jones 209 Mineral Industries Bldg. Lexington KY 40506

Instrument	Population	Data Pathway		
		Administration	Frequency	Routing
<p><b>National Core Indicators (NCI) Staff Turnover Survey Form</b></p> <p>Technical Assistance Contact:  <a href="mailto:awilson@uky.edu">awilson@uky.edu</a>            859 / 218-5967</p> <p>Note: Forms along with sample description will be distributed to the Centers. (Target date: August 30)</p>	<p>Direct support staff working with adults with I/DD receiving community based supports.</p>	<p>Human Resources</p>	<p><b>Annually:</b> Based on random sample generated by UK IPOP and given to UK HDI (Target date: June 30)</p> <p>The forms shall be submitted to UK HDI no later than 90 days after the receipt of the forms and the random sample from UK HDI (Target date for completion: November 30)</p>	<p>Mailed to UK HDI            Attn: Kathy Sheppard Jones            209 Mineral Industries Bldg.            Lexington KY 40506</p>

**Child/Adolescent Measures (Mental Health/Substance Abuse):**

Instrument	Population	Data Pathway		
		Administration	Frequency	Routing
<p><b>IMPACT Outcomes Management System (IOMS)</b> Tools include: <b>IMPACT Caregiver Surveys</b> <a href="#">Caregiver Baseline (For Ages 0-21)</a> <a href="#">Caregiver Follow-Up (For Ages 0-21)</a></p> <p><b>IMPACT Youth Surveys</b> <a href="#">Youth Self-Report Baseline</a> <a href="#">Youth Self-Report Follow-up</a></p> <p><b>CFOS Child/Youth Caregiver Surveys</b> <a href="#">Administrative Data Child/Youth Child/Youth Caregiver Outcomes Survey</a></p> <p><b>CFOS Child/Youth Surveys</b> <a href="#">Administrative Data Child/Youth Child/Youth Outcomes Survey</a></p> <p><b>CFOS Young Adult Surveys</b> <a href="#">Administrative Data Young Adult Young Adult Outcomes Survey</a></p> <p><b>Other Forms</b> <a href="#">Record Management</a> <a href="#">Exit Survey</a> <a href="#">Client Demographic Questions</a></p> <p>Technical Assistance Contact: <a href="mailto:Diane.Gruen-Kidd@ky.gov">Diane.Gruen-Kidd@ky.gov</a> 502-782-6165</p>	<p>Children with SED who are receiving KY IMPACT High Fidelity Wraparound</p>	<p>Assigned KY IMPACT High Fidelity Wraparound Facilitator. Some assistance from facilitator's supervisor possible when needed.</p> <p>HFW Facilitator to enter the basic demographic information and complete the baseline survey within 30 days of first face-to-face contact with youth/family</p> <p>Facilitator or other KY IMPACT Program staff will complete the Transfer or Exit (#5 at left)</p>	<p><b>Baseline:</b> HFW Facilitator to enter the basic demographic information and complete the baseline survey within 30 days of first face-to-face contact with youth/family</p> <p><b>Ongoing:</b> <u>6 months from baseline and every 6 months thereafter</u></p> <p><b>Final:</b> Complete the transfer request form on the KY IMPACT High Fidelity Wraparound website when a child needs to be transferred from one facilitator to another within the same region. Complete the Exit form when a child is being exited/discharged from KY IMPACT High Fidelity Wraparound or transferred to a different CMHC.</p>	<p>All data are to be entered at least weekly to the online system through UK-IPOP.</p> <p>Refer to the UK-IPOP- IMPACT Outcomes Management System web site for further information about data collection or to review data reports or monitor data.</p> <p><a href="https://dbhdid.ky.gov/Login/Secure/Login.aspx?ReturnUrl=%2fLogin%2fSecure%2fLogin.aspx%3flo%3d1">https://dbhdid.ky.gov/Login/Secure/Login.aspx?ReturnUrl=%2fLogin%2fSecure%2fLogin.aspx%3flo%3d1</a></p>

Instrument	Population	Data Pathway		
		Administration	Frequency	Routing
<p><b>Kentucky Treatment Outcome Study (KTOS) - Adolescents</b></p> <p>Technical Assistance Contact:  <a href="mailto:Michelle.Kilgore@ky.gov">Michelle.Kilgore@ky.gov</a>            502 / 564-4456 ext. 4513</p>	<p>Adolescents (under age 18) who have any substance use diagnosis and are receiving any outpatient or residential service</p>	<p><b>Initial:</b>            Outpatient or residential staff persons</p> <p><b>Second:</b>            UK CDAR staff</p>	<p><b>Initial Outpatient:</b>            Within first 3 treatment sessions that are used for assessment &amp; treatment planning</p> <p><b>Initial Residential:</b>            Within first 3 days of admission</p> <p><b>Second (both Outpatient &amp; Residential):</b>            12 months post-treatment if identified in random sample and if the youth voluntarily participates (this is completed by CDAR, not CMHC staff)</p>	<p>Baseline data are submitted to UK CDAR in electronic format.</p>
<p><b>Youth Services Survey for Families (YSSF)</b>            (28-item scale including functioning and social connectedness questions)</p> <p>Technical Assistance Contact:  <a href="mailto:HopeB.Beatty@ky.gov">HopeB.Beatty@ky.gov</a>            502 / 782-6147</p>	<p>A sample of parents/caregiver of children who have been served by the CMHC.</p>	<p>Use the standardized methodology and sampling technique which includes use of on-line survey. If preferred, paper surveys may be used and entered into the on-line survey link prior to COB July 31. The actual survey questions and their domains are described in the MHSIP/YSSF Technical Guide; contact Hope Beatty for the Guide.</p>	<p><b>Annually:</b>            Surveys are to be conducted between March 1 thru July 31 and all surveys (both paper and online) are to be entered into the on-line survey link before COB July 31.</p>	<p>On-line Survey web-links that are specific to each CMHC will be supplied by DBHDID or IPOP. Centers should confirm that all Site Codes are updated with IPOP prior to assignment of the On-Line Survey links. Contact at IPOP:            Attn: Greg Coulter  <a href="mailto:Jgcoul2@uky.edu">Jgcoul2@uky.edu</a></p>